

APPLICATION FOR EMPLOYMENT

CITY OF ST. LOUIS TREASURER'S OFFICE
133 SOUTH 11th STREET—SUITE 240
ST. LOUIS, MISSOURI 63102

Position _____

Location/Department _____

Full Time _____ Part Time _____

City of St. Louis Treasurer's Office is an Equal Opportunity Employer.

We consider applicants without regard to race, color, religion, sex, national origin, age, disability, veteran status, or any other legally prohibited status.

In accordance with the Immigration Reform and Control Act of 1986, employment is conditioned upon satisfactory proof of identity and legal ability to work in the United States.

PERSONAL INFORMATION

Full Name _____ Date ____/____/____
LAST FIRST M.I.

Street Address _____
NO. & STREET CITY STATE ZIP CODE

Telephone No. _____ Soc. Sec. No. ____/____/____
AREA CODE NUMBER

Have you been employed by the Treasurer's Office before? ___ No ___ Yes _____
DATES

Do any of your relatives work for the Treasurer's Office? ___ No ___ Yes _____
RELATIONSHIP

Are you 18 years of age? ___ No ___ Yes

Can you provide documentation of eligibility to work in the United States? ___ No ___ Yes

Days and Hours Available to Work: _____

Nights? ___ No ___ Yes Weekends? ___ No ___ Yes Call In? ___ No ___ Yes

EMPLOYMENT HISTORY

List below present and past employers over the last ten years, starting with your most recent employer. Provide as complete information as possible. Previous employers will be contacted for references.

Employer _____ Address _____ City _____ State ____ Zip ____ Telephone No. _____ Dates: From _____ To _____ Reason for Leaving _____	Immediate Supervisor _____ Position and Duties: _____
Employer _____ Address _____ City _____ State ____ Zip ____ Telephone No. _____ Dates: From _____ To _____ Reason for Leaving _____	Immediate Supervisor _____ Position and Duties: _____
Employer _____ Address _____ City _____ State ____ Zip ____ Telephone No. _____ Dates: From _____ To _____ Reason for Leaving _____	Immediate Supervisor _____ Position and Duties: _____
Employer _____ Address _____ City _____ State ____ Zip ____ Telephone No. _____ Dates: From _____ To _____ Reason for Leaving _____	Immediate Supervisor _____ Position and Duties: _____

EDUCATION

List below all formal education, training, and special certification classes you have attended.

High School _____ Diploma ___ No ___ Yes

Address _____ Course of Study _____

College _____ Total Yrs. Of Study _____

Address _____ Major _____ Degree _____

Graduate School _____ Total Yrs. Of Study _____

Address _____ Major _____ Degree _____

List any additional training, education, seminars, certifications, or other special skills which may qualify you for this position: _____

List any additional employment that may qualify you for this position: _____

Have you ever pleaded guilty to, or been convicted of a felony? ___ No ___ Yes

If Yes, please explain below the circumstances of the conviction, including the date, nature, place of the offense, disposition, and other information you may want to bring to our attention. Please note that conviction of a felony will not necessarily exclude you from consideration for a position with the City of St. Louis Treasurer's Office.

CERTIFICATION AND ACKNOWLEDGEMENT

I certify that all of the information I have provided in this Application for Employment is true and accurate. I understand that if any of this information is found, at a later date, to be false, misleading, or inaccurate, I may be disqualified from consideration for employment or, if hired, I may be subject to immediate discharge. I hereby authorize the Treasurer's Office to verify these statements with the persons and organizations I have listed in this Application, and any personal references if requested by the Treasurer's Office.

Applicant Signature _____